



Mossbourne
Federation

Head of Department

- Art

Job Description



POSITION	Head of Department - Art
SALARY	Main scale/UPS + TLR
START DATE	1 st September 2025
HOURS	40 hours per week
FULL TIME EQUIVALENT	Full Time, 52.143 weeks per annum
CONTRACT TYPE	Permanent
RESPONSIBLE TO	Head of Learning Area – Expressive and Performing Arts
LOCATION	Mossbourne Fobbing Academy
KEY WORKING RELATIONSHIPS	SLT, staff in the Expressive Arts and Technology Learning Area, students, and parents

Background

Mossbourne is the realisation of Sir Clive Bourne’s dream to provide the children of Hackney with an outstanding education. Mossbourne is built on a formula of high expectations, doing the simple things right, and the belief that all children can succeed. All learners, regardless of ability, benefit from the innovative and enlightened approaches to teaching and learning. The Federation’s calm working atmosphere creates well-rounded individuals who excel in the arts, on the sporting field and academically. Three Thurrock schools joined the Federation in January 2025.

The Mossbourne Federation consist of seven academies: Mossbourne Community Academy (MCA), Mossbourne Fobbing Academy (MFA), secondary and sixth form, Mossbourne Victoria Park Academy (MVPA), Mossbourne Port Side Academy (MPA) secondary, Mossbourne Parkside Academy (MPA), Mossbourne Riverside Academy (MRA), Mossbourne Herd Lane Academy (MHA) primary.

The Mossbourne Federation is actively seeking to increase the proportion of our workforce who come from diverse backgrounds. We particularly welcome applications from people of Black, Asian and other minority ethnic descent. Injustice, discrimination and intolerance go against the core tenets of the Mossbourne ethos. We actively reject discrimination in our academies through continuous review of our working policies & practices across the federation, including at board level. We are committed to developing & supporting inclusivity, diversity & anti-racism in every facet of what we do.

Mossbourne Fobbing Academy (MFA)

Mossbourne Fobbing Academy is a school with a rich history of excellent academic, artistic and sporting achievements. Today, that legacy of excellence lives on through our wonderfully talented students and terrifically dedicated staff.

Everything we do is built on the conviction that learning and safeguarding come first. We expect the highest standards of behaviour so that our students can focus on learning in an environment that supports them to feel and be safe. This means our teachers plan and teach lessons with great care and detail to ensure that all of our students acquire the knowledge, character and qualifications they need to reach their potential.

Our students capitalise on a fantastic range of facilities that encourage them to nurture and pursue their passions in sports and the arts. While our range of extra-curricular activities, including the Combined Cadets Force and The Duke of Edinburgh’s Award, offer experiences that broaden horizons and enrich lives.

We are dedicated to ensuring that our students leave equipped with the knowledge, character and qualifications that open the doors to whatever future they envisage for themselves. Our students leave ready to make their mark on the world and bring positive change to their communities.

Mossbourne Fobbing Academy is at an exciting point in its history as it joins the Mossbourne Federation – a Federation with exceptionally high standards where pupils achieve outcomes which are among the best in the country. These



exciting times bring our school a fantastic opportunity to develop, to grow and really prosper as we continue our mission to ensure our students get the outstanding education they deserve.

If you want to be part of the team that is improving the future of our students, then read on.

The Art Department

Encompassing Art, Photography and Textiles, the Art Department is a creative and passionate hub within the academy that cultivates and inspires student creativity and epitomises the federation belief in the importance of the Arts in education. The department is part of the exciting Expressive Arts and Technology Learning Area and is led by the Head of Learning Area. Mossbourne Fobbing Academy is committed to our students' pursuit of creative subjects and passionate teachers work hard to imbue the next generation with a passion for the Arts. As such, Art is an extremely popular subject. The department achieves very good outcomes, and our students go on to study in a variety of creative fields. Our students have a great appetite to explore and participate in a range of extra-curricular enrichment opportunities in Art.

Job Summary

The successful applicant will be passionate about Art education and have the drive and ambition to lead a department that inspires and excites a future generation of students who share a love of their subject. They will be well organised, energetic and willing to go the 'extra mile' for our students. They will have a proven track record of successful teaching across different key stages and believe that all students will succeed in their study of Art, Photography and/or Textiles.

Main Duties & Responsibilities

The post holders key responsibilities are, but not limited to:

- Ensuring well planned, well-resourced and well taught take place across all year groups and classes in the department.
- Ensuring that homework in the department is set in accordance with Learning Area policy and work is marked regularly to aid progression, the clear records of attainment are kept, and non-submissions are followed up on.
- Ensuring assessment of student performance in the department is regular, rigorous and accurate.
- Analysing performance data and reporting trends in attainment and progress to the Head of Learning Area.
- Performance-managing staff in the department.
- Undertaking regular observation and feedback to the staff in the department, in line with school guidance and policy.
- Leading the development of schemes of learning.
- Keeping abreast of developments in your subject and to ensure that these changes are implemented in lesson delivery and schemes of learning.
- Line-managing a technician within the department.
- Supporting staff in ensuring excellent student behaviour in the department, including joining parental meetings when appropriate.
- Organising and running enrichment opportunities and supporting interventions for students within the department, including trips etc.
- Promoting and being committed to the Academy's aims and objectives and to implement Academy policies.
- Supporting the Academy as a middle manager supporting other departments and staff when needed.



- Undertaking duties as directed and in accordance with Academy expectations, both scheduled and informally.
- Supervising prep and delivering the Bourne Scholar, if required.
- If required, a form tutor carrying out the associated responsibilities.
- Complying with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description

Person Specification				
Essential [E] or Desirable [D]	Requirements	Assessment Criteria		
		Interview	Application form	Task (lesson)
Experience and skills				
D	<ul style="list-style-type: none"> • ability to teach your subject up to Key Stage 5 	✓	✓	✓
E	<ul style="list-style-type: none"> • a clear vision of how to expand the Art Department 	✓	✓	
E	<ul style="list-style-type: none"> • ability to reflect on your own, your staffs' and student performance in lessons and adapt practice accordingly 	✓	✓	
E	<ul style="list-style-type: none"> • ability to inspire colleagues and students within your department to go 'the extra mile' 	✓		
E	<ul style="list-style-type: none"> • ability to select and devise appropriate teaching methods and resources to meet the differing needs of students 	✓		✓
E	<ul style="list-style-type: none"> • effective planning, assessment and record keeping 	✓	✓	✓
E	<ul style="list-style-type: none"> • ability to work independently and as part of a team, leading and contributing to department INSETs 	✓		
E	<ul style="list-style-type: none"> • ability to develop and maintain positive relationships with teachers, support staff and parents 	✓		
E	<ul style="list-style-type: none"> • effective classroom management and efficient organisation of resources 	✓	✓	✓
Qualifications				
E	<ul style="list-style-type: none"> • a good degree in your subject or relevant area 	✓		✓
E	<ul style="list-style-type: none"> • Qualified Teacher Status (QTS) 		✓	
IT knowledge				
D	<ul style="list-style-type: none"> • expert knowledge of the Microsoft package (Word, Excel, Outlook, Publisher, Power Point) 		✓	
D	<ul style="list-style-type: none"> • ability to swiftly adapt to and utilise new/various systems/software 		✓	
D	<ul style="list-style-type: none"> • capable of making effective and appropriate use of ICT in lesson delivery and within the learning area 		✓	✓
Behavioural Competencies				
E	<ul style="list-style-type: none"> • Superb interpersonal and communication skills 	✓	✓	✓



E	<ul style="list-style-type: none"> ability to meet all deadlines internally and externally ensuring output consistently is of an exemplary standard 	✓	✓	
E	<ul style="list-style-type: none"> the initiative to work independently with minimal supervision 	✓		
E	<ul style="list-style-type: none"> must have the upmost integrity as well as high levels of motivation and commitment. 	✓		
E	<ul style="list-style-type: none"> proactive approach and efficient time management and prioritisation skills 	✓		
E	<ul style="list-style-type: none"> genuine interest and passion for the education of young people and the ability to contribute more widely to the life and community of the Federation 	✓		
Applicable to all staff				
E	<ul style="list-style-type: none"> to be reflective and determined to constantly improve in all aspects of your role 	✓		
E	<ul style="list-style-type: none"> undertake training as required to so in order to fulfil the requirements of the role 	✓		
E	<ul style="list-style-type: none"> support Mossbourne’s efforts both verbally and non-verbally (i.e. via actions and attitude), including adjusting performance and practice in accordance with Mossbourne’s initiatives and findings 	✓		
E	<ul style="list-style-type: none"> Play an active role in terms of Safeguarding all students and adults 	✓		

Mossbourne Federation reserves the right to modify this job description to ensure the needs of the Federation & students are met.

The document is not a comprehensive list; it simply outlines the expectations of this role.

This post is subject to an enhanced DBS disclosure. The post holder must be committed to safeguarding the welfare of children.